



FREDERICK COUNTY SHERIFF'S OFFICE

Corrections Bureau



2016 Annual Report

Sheriff Charles A Jenkins
Frederick County, MD

Lt. Colonel William V. DeLauter
Corrections Bureau Chief

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Vision Statements

Frederick County Sheriff's Office – Vision Statement

The Frederick County Sheriff's Office is committed to providing services that are fair, impartial and effective while holding employees to the highest standards of efficiency, morality and professionalism. The Sheriff's Office is comprised of skilled dedicated professionals, striving to be proactive, rather than reactive where possible. We are responsible and accountable to each other as well as the public we serve. We believe in God, ourselves, our country, state and county. We believe in the concept of continuous improvement in all our endeavors, always striving to be the best we can be.

Corrections Bureau – Vision Statement

The Corrections Bureau's VISION is to; strive to be proactive not reactive in every aspect of operation, empowering all staff to perform to their highest expectation, enable decision and duty flexibility within established policy and procedure, being responsible and accountable to each other and our shared duty and vision. With these objectives our organization will become an efficient agent of change for staff, offenders and the public we serve; never forsaking the element of evaluation to assure we are always the best we can be.

Purpose of a VISION

A VISION identifies what the organization stands for and where the organization intends to go. It is a simple inspirational focusing statement that helps all the organization's employees identify with a cause greater than themselves. A VISION helps everyone in the organization see clearly where it is they are working so hard to go. A VISION helps us see why and how our work is important. Having a common VISION creates great unity and a sense of commitment. Victor Frankel (1985) wrote about his observations in a Nazi concentration camp during World War II; he realized that those who survived in the most dreadful of conditions were those who had a VISION, a picture of what they were supposed to do in life, a purpose of being. All of us strive to have a purpose in the various areas of our lives; therefore, if we are committed to a purpose, to something greater than ourselves, we are much more likely to be motivated, energized, creative and loyal. Sometimes direction in travel eludes us, but with the map of a VISION, the direction is clear.

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From the Sheriff

It is an honor as the Sheriff of Frederick County, to present the 2016 Annual Report for the Frederick County Sheriff's Office Corrections Bureau. This annual report highlights the advancements within the adult detention center and the achievements of correctional staff as the agency moves forward into 2017. The primary mission of the facility and staff is the safety, security, and care of inmates within the facility, with corrections and detention being a vital piece of the criminal justice system. The detention center is a difficult and challenging work environment for our officers to work, on a daily basis, as they deal with and manage individuals incarcerated from all segments of society who are incarcerated for every crime imaginable. One additional complexity within the corrections environment is the wide range of psychological, emotional, and substance abuse issues suffered by a large percentage of the inmate population.



The Frederick County Adult Detention Center is recognized as a model correctional facility throughout the state and region. The facility is routinely audited for compliance with both state and federal correctional standards and routinely exceeds those standards, as well as exceeding all correctional training standards. In 2015, the Maryland Commission on Correctional Standards (MCCS) conducted their audit and the facility received its third consecutive rating of 100% compliance. In 2016, the Corrections Bureau was audited by the National Commission on Correctional Health Care (NCCHC) and the I.C.E Office of Detention Operations. We continue to improve the efficiency and safety of our daily operations through the implementation of new technologies. These technologies include the purchase of a state-of-art full body x-ray scanning system preventing all forms of contraband from entering the facility. The full body scanner system was installed and operational in early 2015. Since the beginning of its operation, it has not only enhanced the safety of our correctional staff and inmate population, but potentially saved the life of an inmate. The Corrections Bureau is also called on by other agencies who are looking for our lead on effective policies and security procedures.

The Frederick County Sheriff's Office – Corrections Bureau continues its partnership with the Department of Homeland Security through the 287g Program. The program is very effective, and has been recognized nationally as a model partnership program. I can assure the citizens of Frederick County that the Frederick County Adult Detention Center is a very secure, safe, clean, and efficient facility. The staff of the Corrections Bureau does an outstanding job in an often difficult and challenging environment, and the staff are dedicated to performing their duties at a high standard of excellence. It is important that the general public recognize the mission of the Corrections Bureau and the outstanding commitment of the staff.

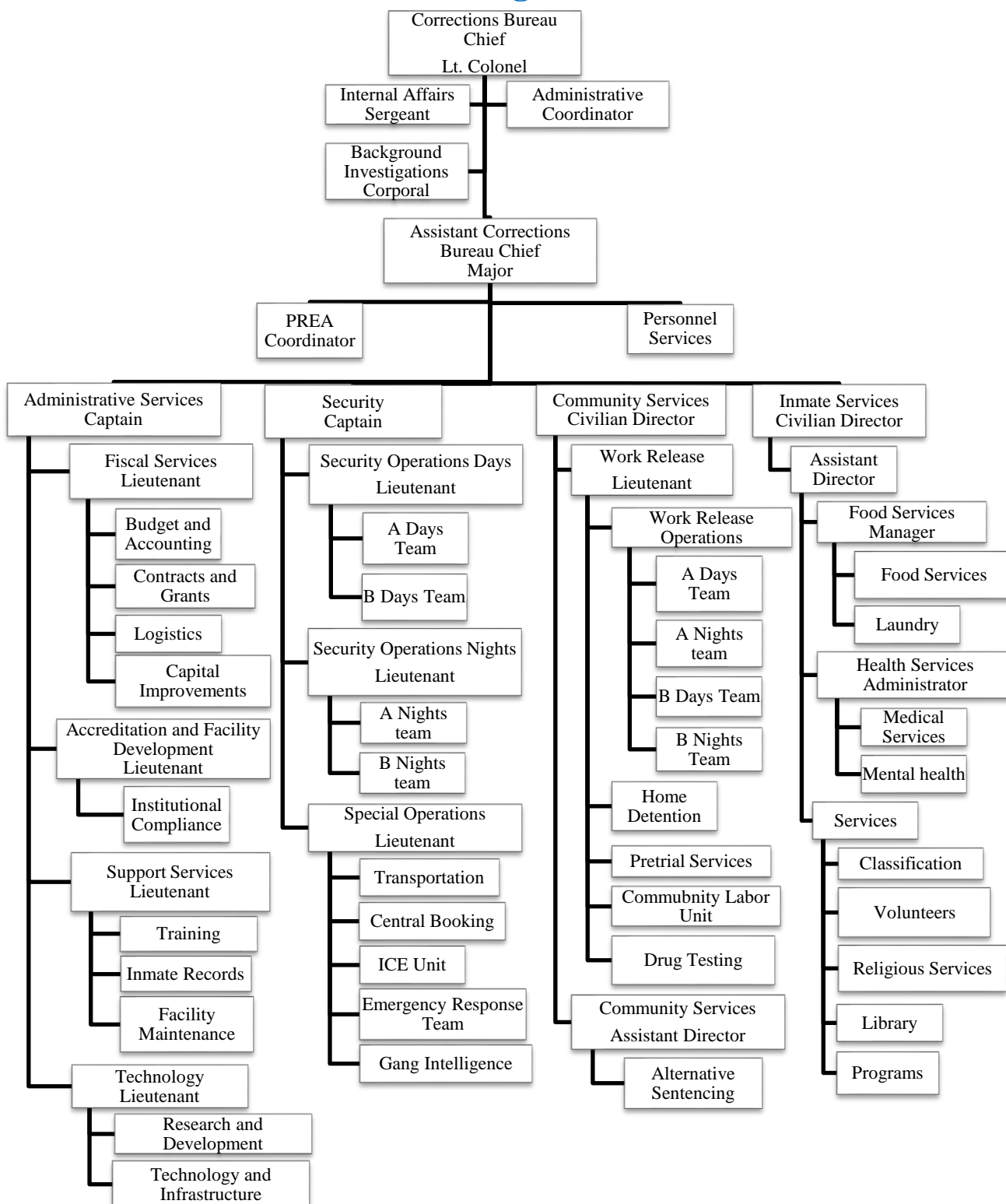


Sheriff Charles A. Jenkins
Frederick County, Maryland

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Corrections Bureau Organizational Chart



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Command Staff

Corrections Bureau Chief

The Frederick County Sheriff's Office – Corrections Bureau is commanded by Lieutenant Colonel William V. DeLauter, Corrections Bureau Chief. Lt. Col. DeLauter was promoted to Corrections Bureau Chief on May 8, 2010. He began his career at the Frederick County Adult Detention Center on March 28, 1985. He is a graduate of the Frederick County Community College Criminal Justice Program. Lt. Col. DeLauter started his career as a line officer and has held the positions of Work Release Supervisor, Shift Supervisor, Security Lieutenant, Director of Administrative Services, Director of Security, Assistant Bureau Chief and Acting Bureau Chief. He is a member of Mid-Atlantic States Correctional Association (MASCA), Maryland Correctional Administrators Association (MCAA). Lt. Col. DeLauter is a certified Maryland Police and Correctional Training Commissions Instructor as well as a Certified Firearms Instructor. He has successfully completed the nine-month Leadership Challenge, which was held by the Maryland Police and Correctional Training Commissions. Lt. Col. DeLauter also completed the University of Maryland's Fire & Rescue Institute's Basic Public Information School and the Department of Homeland Security's Advanced Public Information Officer School.

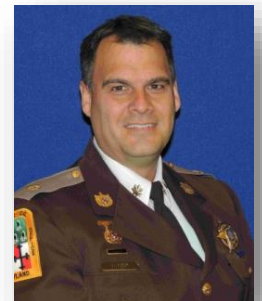


Internal Affairs and Institutional Intelligence

The Frederick County Adult Detention Center is assigned one (1) full-time patrol sergeant to conduct internal reviews of complaints against staff and to collect intelligence from the inmate population. This position has a close relationship with all area police agencies and with the Frederick County State's Attorney's Office. This position reports directly to the Corrections Bureau Chief.

Assistant Corrections Bureau Chief

The Assistant Corrections Bureau Chief is Major David Ward. He reported directly to the Corrections Bureau Chief and is responsible for overseeing the four (4) divisions within the Corrections Bureau. Major Ward began his career with the Frederick County Adult Detention Center on October 9, 1990. He retired from the Sheriff's Office on October 31, 2016 with 26 years of service.



Personnel Services

Personnel Services is supervised by the Assistant Corrections Bureau Chief. The Personnel Assistant is responsible for the management of personnel services, recruiting, workers' compensation issues, staff development, and leave issues (FMLA, Sick Leave Donors, etc).

Backgrounds

A Correctional Corporal handles all background investigations, which are conducted in accordance with Maryland law. All applicants must successfully complete a pre-employment background investigation and polygraph examination. Criminal and motor vehicle records checks are also performed as well as municipal, local, and state law enforcement agency records.

PREA Coordinator

The PREA (Prison Rape Elimination Act) Coordinator is a new position mandated by Federal Law for all jails and prisons in the country. This position coordinates the elimination of rape and sexual assaults of the inmate population in the Frederick County Adult Detention Center.

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Administrative Division

The Administrative Division is supervised by Captain Timothy Selin, Director of Administrative Services, who was promoted to this position in May of 2013. This position oversees four Lieutenants and each of their sections. Captain Selin began his career at the Detention Center in 1993.



SUPPORT SERVICES

Lt. Steve Jamison, Commander of Support Services is responsible for the daily management and monitoring of Facility Maintenance, Inmate Records, Publications, Training, and acts as a liaison to the County Maintenance Technicians.

Facility Maintenance

The Frederick County Adult Detention Center is assigned three (3) full-time Maintenance Technicians from the County's Maintenance Department. Duties include, but are not limited to, replacement/repair of electrical systems, heating and air conditioning, kitchen equipment, gas fired boilers, and back-up generators.

Inmate Records

The area of Inmate Records is assigned a Records Manager and one Administrative Specialist who perform a wide range of duties. They manage all aspects of the inmate base files. Duties include inmate base record management, and preparation of correspondence to the courts and other law enforcement/correctional jurisdictions. Additionally, inmate base files are digitally archived and maintained under strict guidelines in accordance with the Maryland Commission on Correctional Standards.

Training and Staff Development

The Maryland Police & Correctional Training Commissions requires attendance in our Maryland Correctional Training Commission approved academy within one (1) year of appointment to the position of Correctional Officer or Classification Counselor. Correctional Officers are required to receive a minimum of 160 hours of training and Institutional Support Staff require a minimum of 88 hours of training their first year. The Corrections Bureau runs its own state certified Corrections Academy.



Publications Management

The printing of all in-house manuals, forms, and handouts are handled through Support Services.

ACCREDITATION AND COMPLIANCE

Lt. Robert Moreland, Commander of Accreditation is responsible for all audits and the Compliance/Disciplinary Sergeant. The Frederick County Sheriff's Office - Corrections Bureau is governed by local, state, and federal laws. Compliance with these regulations is crucial to the success and operating effectiveness of our facility. In 2015 the facility was audited by the Maryland Commission on Correctional Standards (MCCS) and received a



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100% compliance rating. This is the third consecutive audit where the facility received the 100% compliance rating. In 2016, the facility was audited by NCCHC (National Commission on Correctional Health Care) and ICE (Immigration and Customs Enforcement) Office of Detention Operations. It should be noted that all audits are completed electronically.

Compliance/Disciplinary Section

A Sergeant is responsible for monitoring compliance with standards issues, review of all incident reports, management and accountability of security hardware, and inmate disciplinary action. Disciplinary hearings are the primary instrument where rules and regulations of the facility are maintained and enforced. Correctional staff prepare incident reports for a variety of reasons to document various actions, situations, and information. The Compliance Section compiles statistical data on all incident reports prepared by staff.

TECHNOLOGY

Lt. Joseph Chrisp, Commander of Technology oversees all technologies within the Corrections Bureau. This includes computers and printers, video surveillance equipment, inmate telephone system, computerized inmate management system, digital archiving of records, creating and editing electronic forms, electronic door control and the Detention Center's website to name a few items.



FISCAL SERVICES

Lt. Jennifer Swope, Commander of Fiscal Services was responsible for the daily operations of the Accounting/Procurement Office to include purchasing and procurement, grant monitoring, budget, inmate accounts, and logistical management including facility and County property.

Accounting/Procurement

An Accounts Office Manager and an Accounts Administrative Specialist comprise the Accounting/Procurement Office of the Fiscal Services Section. Personnel in this section are responsible for the management of all funds and accounts within the Corrections Bureau. This includes procurement, all inmate funds, Work Release payroll processing, medical billing, and the Inmate Canteen Fund.

Logistical Operations

A Corporal staffs the Logistical Operations Section of the Administrative Services Division. He performs a wide variety of services and duties to include: warehouse operations, delivery of consumable and staple items, accountability/issuance of staff uniforms, and supervision of contracted commissary vendor operations.

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Security Division

The Security Division is supervised by Captain Steve Snow, the Director of Security. This division provides overall security, custody, and confinement of all incarcerated remanded to the custody of the Detention Center by the judicial system. The division is organized into three primary units: Security Operations/Day Shifts, Security Operations/Night Shifts, and the Special Operations Unit. Captain Snow began his career at the Detention Center in 1994 and was promoted to the rank of Captain in 2007.



SECURITY OPERATIONS

The Security Operations Unit, probably the most important unit within the Corrections Bureau, is comprised of four independent teams that work 12-hour rotating shifts. In 2016, Two Lieutenants (Lt. Jason Cave and Lt. Alan Morrison) each commanded two of the Security Operations Shifts that provide 24-hour security coverage of the Detention Center and the Central Booking Unit. Correctional Officers are charged with the general security, custody, and control of the inmate population and physical plant. The duties performed by the uniformed staff of the Security Division are varied and vital to the maintenance of a safe and secure environment for the inmates remanded to our custody and to all Detention Center personnel. The Correctional Officer of today must respond to duties that span the spectrum, from counselor to policeman to medical first responder. Today's Correctional Officer is an expertly trained, self-motivated, well educated, and responsible individual in an extremely demanding and challenging profession.

SPECIAL OPERATIONS

The Special Operations Unit was commanded by Lieutenant Michael Cronise and is comprised of the Transportation Unit, the ICE Unit, Emergency Response Team, and Central Booking. Additionally, this Lieutenant was responsible for any other special operations that might occur.

Transportation Unit

The Transportation Unit is responsible for transporting all adult prisoners to and from local and out-of-county courts, medical appointments, and evaluations within the State of Maryland. This unit is also responsible for transporting juveniles that have been court-ordered to a juvenile facility within the State of Maryland. The Frederick County Sheriff's Office - Corrections Bureau has a fleet of eleven vehicles. In 2013 the Corrections Bureau received a new transport van with three separate compartments to transport inmates.

Central Booking Unit

Another major area within the Special Operations Unit is Central Booking, which officially opened for operation in October of 1996. Central Booking is an integral part of law enforcement processing in Frederick County. Police agencies using the Central Booking Unit include the Frederick County Sheriff's Office, Brunswick City Police, Thurmont City Police, Maryland State Police, Frederick Police Department, Department of Natural Resources Police, and State Fire Marshal's Office. The processing of



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an arrestee, with the exception of receiving the positive identification, is usually completed before the police officer has finished the law enforcement component of the process. This translates directly to a speedier return of police to police duties.

Immigration (I.C.E.)

The Frederick County Sheriff's Office and the Department of Homeland Security, Immigration and Customs Enforcement have partnered to enhance the safety and security of Frederick County through local enforcement of Federal Immigration Law. The Frederick County Sheriff's Office participates in two separate I.C.E. programs. They are the IGSA (Inter Governmental Service Agreement) which started July 12, 2007 and the 287(g) program which started April 11, 2008.



Emergency Response Team

The Corrections Bureau trains staff in special weapons and tactics. This unit is utilized for high risk inmate movement, cell extractions, and other specialized situations to include civil disturbances for crowd control.

Video Bond Review System

The Corrections Bureau utilizes a video system designed for conducting court bond hearings, bond reviews, and extradition hearings. This video system is between the courts and the Detention Center. The system allows the hearings to occur without the offender ever leaving the Detention Center. Utilizing this system eliminates the security risk associated with transport and diminishes the cost of transport. In 2016, this system was upgraded by the Maryland Courts.

Body Scanner

The Corrections Bureau purchased a body scanner and began utilizing the scanner in May of 2015. This body scanner is utilized to scan all inmates and Central Booking Offenders when they enter the facility to detect any contraband such as drugs or weapons. This scanner uses a very low dose of radiation to detect metal, plastic, organic and inorganic material in clothes and inside the body. Numerous "positive" scans have been documented since the purchase of the scanner thus preventing the introduction of contraband into the facility ensuring both staff and inmate safety.



Safe Cells

The Detention Center added two padded safe cells within the facility to



provide a safe and secure environment for male and female inmates who are intentionally attempting to commit harm to themselves. Grant funds to install these cells were awarded through the Governor's Office of Crime Control and Prevention.

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Community Services Division

The Community Services Division is supervised by Mrs. Theresa Benner, Director of Community Services and provides the following legislatively mandated programs that offer sentencing alternatives to the courts: Work Release, Home Detention, Alternative Sentencing and Pretrial Services. These programs are cost effective and well managed alternatives to incarceration that offer an extreme benefit to the Criminal Justice System, the offender and citizens of Frederick County.



WORK RELEASE PROGRAM

The Work Release Program began its operation in 1989. The program is a structured drug and alcohol free operation with a “zero tolerance” approach for substance abuse. The basic concept of the Work Release Program is to allow offenders, who are employed at the time of sentencing, to maintain their jobs in the community, pay program costs and continue to lend financial support to the family. The participants must provide their own transportation to and from employment and are held accountable for maintaining total compliance to program guidelines.



HOME DETENTION PROGRAM

The Home Detention Program is staffed by a Corporal and one Correctional Officer/Community Monitor. The Home Detention Program began in 1991. This is a program that is based on intensive supervision through use of Global Positioning Satellites (GPS). The inmate is mandated to wear an ankle bracelet and a GPS tracker at all times. Participants on the program are also required to maintain employment and pay a supervision fee.

PRETRIAL SERVICES PROGRAM

Two Correctional Classification Specialists supervise defendants that are court ordered to participate in the Pretrial Services Program. In 1993, the Frederick County Sheriff's Office, through legislation, was authorized to establish and direct a Pretrial Release Program. The basic concept of the Pretrial Services Program is to release eligible defendants awaiting trial from the Frederick County Adult Detention Center while ensuring a high rate of court appearance. The program focuses on monitoring non-violent offenders in the community. This offsets the cost of their incarceration for Frederick County taxpayers, while minimizing the risk of safety to the community.

DRUG AND ALCOHOL MONITORING

The Work Release Program has a certified on-site drug testing system that allows for immediate test results in determining substance abuse. It is the policy of the Frederick County Sheriff's Office to maintain substance free programs. Participants on Work Release, Home Detention and Pretrial Services are tested on a random basis.

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ALTERNATIVE SENTENCING PROGRAM

The program began operation in 1982 as part of the Frederick County Sheriff's Office. The Alternative Sentencing Program is supervised by Assistant Director of Community Services Melinda Grenier. The program provides the judiciary a sentencing option to order nonviolent offenders to perform court-ordered community service hours in lieu of a jail sentence or high court costs. Community service hours are performed at worksites that meet criteria established in the enabling legislation. The Alternative Sentencing Program utilizes over 90 different worksites to include local, county and state agencies, churches, fire companies and many other non-profit organizations. Alternative Sentencing is not legislatively mandated by the State of Maryland.

The PADDD Program

The PADDD (Positive Alternatives to Dangerous and Destructive Decisions) program was established in 2007. The 3-hour program is a collaboration of speakers from the medical field, recovered trauma patients, families and law enforcement/EMS personnel. The program is an educational tool offering defendants an opportunity to lessen the number of points placed on their license as a result of traffic related charges. This program also lessens fines and court costs for the defendants.

3rd Millennium

In 2008, the Alternative Sentencing Program began managing the community service component for the Frederick County Drug Court and the 3rd Millennium Classroom program was also established. The Alternative Sentencing Program manages court ordered referrals in the completion of an on-line educational class designed for misdemeanor drug and alcohol offenders. Defendants in all programs are required to pay an administrative fee to the agency to offset the cost of the program.

COMMUNITY LABOR UNIT/INMATE LABOR PROGRAM

The Community Labor Unit offers free labor to local and state government agencies, churches, fire companies and many other non-profit organizations. The work crew is made up of work release authorized inmates and defendants that are court ordered and managed by the Alternative Sentencing Program. Examples of work performed include daily cleaning of the Visitation Area and District Court Commissioners Offices at the Detention Center, collection and removal of recyclable paper, grounds maintenance and special projects. This unit also completes special projects for agencies and non-profit organizations within Frederick County.

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Inmate Services Division

The Inmate Services Division is supervised by Ms. Lori Frazee, Director of Inmate Services and is accountable for all programs and services available to the inmate population. This includes classification, food, laundry services, medical services, mental health services, substance abuse programs, library services, GED programs, and religious programs.



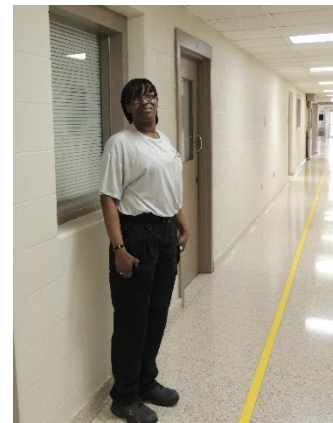
The Director of Inmate Services personally responds to all inmate grievance issues, organizes quarterly inmate council meetings, and handles issues with program and contractual staff. In addition to supervising the Correctional Classification Specialists, the Director also supervises social work interns from local colleges. Volunteer orientations and volunteer management is also a component of the Inmate Services Division.

CLASSIFICATION

Classification Specialists handle the daily tasks such as new offender intakes, housing assignments, work assignments, program assignments, release preparation, inmate request slips, referrals, housing unit management and inmate classification. The Classification Specialists are also responsible for sex offender registration, victim notification, DNA collection, detainers and extraditions, transferring inmates to the Maryland Division of Corrections, and act as a liaison to a variety of public agencies.

FOOD AND LAUNDRY SERVICES

Food and Laundry Services are operated and maintained by Detention Center staff. The Food Services Manager, who is a Registered Dietitian, oversees all kitchen and laundry operations. A Dietary Supervisor and Dietary Officers assist the Food Services Manager. There are also approximately 26 inmate kitchen workers and six (6) inmate laundry workers. The inmates assist with food preparation, food storage, and meal service. All inmate kitchen workers are required to attend monthly training on various topics taught by the food service staff and are to abide by all Frederick County Health Department regulations. The kitchen at the Frederick County Adult Detention Center also prepares meals for the Meals on Wheels Program.



MEDICAL SERVICES

Medical Services are contracted out to Correct Care Solutions who purchased ConMed Inc in 2014. The Frederick County Adult Detention Center is accredited by the National Commission on Correctional Health Care. The medical unit has nursing staff on duty 24 hours a day/seven days a week, and a licensed physician or physician's assistant is on-call and visits the facility at least 5 days a week to see inmates. Inmates receive appropriate in-house care and may be referred to outside providers for specialized care. Dental and radiological services are provided at the Detention Center. Inmates are required by state law to pay \$4.00 per medical visit and \$4.00 for each prescribed medication. Dental services are also provided for a \$4.00 charge. If the inmate has no funds, they still receive the services and medications, and their account is charged for them to pay at a later time.

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MENTAL HEALTH SERVICES

Mental health services are provided through an agreement with Correct Care Solutions. Correct Care Solutions provides on-site credentialed personnel for psychiatric treatment and case management services to mentally ill offenders at the Frederick County Adult Detention Center. Licensed social workers, licensed professional counselors, psychiatrists, and a psychologist provide direct services.

It is important to note that with all of our mental health services, community and other agency support is paramount to the provision of services and the continuation of services once an inmate is released from the Detention Center. The cooperation among County agencies and other support systems in Frederick County is exceptional.

SUBSTANCE ABUSE PROGRAMS

Substance abuse programs are provided through the Frederick County Health Department. Funding sources are a combination of county, state, and federal grant programs. Substance abuse counselors are on-site at the Detention Center, Monday through Friday to provide drug and alcohol treatment and education to both men and women. The primary focus of the Detention Center's program is increasing awareness and personal responsibility in the recovery of our participants. Strong emphasis is placed on relapse prevention and following through with treatment recommendations upon release.

LIBRARY SERVICES

Library services are provided through the Frederick County Public Library System. The Inmate Canteen Account provides the funding for supplies, books, and resource materials. There is currently one full-time Librarian assigned to the Detention Center. A wide range of books and materials are available for the inmates use, including legal reference materials, fiction, non-fiction, self-help, magazines, and current local and regional newspapers. The Librarians are able to assist inmates with research and are available to assist those in need of enhancing their literacy skills. Computers are provided without Internet access for inmates desiring to write letters, make cards, or to prepare information relevant to their individual court cases.

RELIGIOUS PROGRAMS

Currently the Frederick County Adult Detention Center utilizes volunteer chaplains and other religious volunteers to provide services to the inmate population. Such services include bible studies, church services, and individual pastoral counseling.

VIVITROL PROGRAM

In June of 2015, the Frederick County Adult Detention Center received a **MAT** (Medical Assistance Treatment) grant from the **GOCCP** (Governor's Office of Crime Control & Prevention) to assist those inmates who are struggling with opioid dependence. The grants main focus is to utilize the medication Vivitrol ® along with traditional substance abuse treatment to help opioid dependent inmates eliminate their dependency.

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2016 Staff Recognition

Staff Awards:

Frederick County Sheriff's Office Citizens Advisory Committee

Correctional Officer of the Year: Sgt. Vince Poffenberger

Correctional Employee of the Year: Randy Martin

Outstanding Performance Award: Sgt. Sharon Otto, Sgt. Gregory Hill, Sgt. Richard Snow, Cpl. Jason Bangh, Cpl. Benjamin Keeney, Cfc. Gerritt Baer, Cfc. Barrett Harvey, Cfc. Josefina Inscoe, Cfc. John Collins, Cfc. Anthony Rizoulis, Cfc. Randy Zeitler, Adrienne Sheiss, Craig Gagnon, Kelli Maze, Angela Spencer, Marcie Stup, Robert Wilhelm

Life Savings Award: Sgt. Lucas Petrill, Cpl. Brian Blair, Cfc. Gerritt Baer, Cfc. Matthew Hoffman, Ofc. Dalton Forbes

Unit Citation: Community Labor Unit

Special Appreciation Award: Joan Shipe (Volunteer)

Maryland Police and Correctional Training Commission

Instructors of the Year: Cpl. Nicholas Keiser and Lisa Lavitt

Staff Promotions:

	<u>Previous Rank</u>	<u>New Rank</u>
Kenneth Anthony	Corporal	Sergeant
Gregory Hill	Corporal	Sergeant
Jeffrey Kerr	Correctional Officer First Class	Corporal
Phyllis Presley	Correctional Officer First Class	Corporal
Adam Fink	Correctional Officer First Class	Corporal
Jeremy Stuhler	Correctional Officer	Correctional Officer First Class
Lara Hawbaker	Correctional Officer	Correctional Officer First Class
Travis Curley	Correctional Officer	Correctional Officer First Class
Jacob McClelland	Correctional Officer	Correctional Officer First Class
Benjamin Larrick	Correctional Officer	Correctional Officer First Class
Shakira Antioco	Correctional Officer	Correctional Officer First Class
Benjamin Simpe	Correctional Officer	Correctional Officer First Class
Richard Hart	Correctional Officer	Correctional Officer First Class
Lauren Brown	Correctional Officer	Correctional Officer First Class
Daniel Simons	Correctional Officer	Correctional Officer First Class
Johnathan Schurr	Correctional Officer	Correctional Officer First Class
Barrett Harvey	Correctional Officer	Correctional Officer First Class
Grant Wilson	Classification Specialist I	Classification Specialist II

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Staff Retirement:

Major David Ward	26 years with the Sheriff's Office
Sgt. Charles Mercer	20 years with the Sheriff's Office
Cpl. Jay Kelsh	27 years with the Sheriff's Office

2016 Staff Hired:

Brett Hartle	Melissa Mack	Amanda Rineohl	Jared Fahnestock
Renita Posey	Jessica Bidle	Piper Raines	Justin Roberts
Robert McMakin	Rose St. Amand	Nathaniel Wachsmuth	



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Physical Plant

Physical Plant Construction

Detention Center	Opened	October 1984
Work Release	Opened	July 1989
Phase I Construction	Remodeled Kitchen, Medical Unit, Warehouse Space, Administrative Area, and an additional 112 Beds	August 1996
Phase II Construction	Expanded Intake Unit, Central Booking Unit, Support Services	August 1997
Phase III Construction	New 128-bed Work Release Facility opened.	June 2005
Phase IIIa Construction	Renovation of Administrative Areas	December 2007
Safe Cells	Renovation of two cells to be safe rooms	December 2015 / February 2016
Sallyport Upgrade	Expanding the Vehicle Sallyport started	June 2016

Program Enhancements

Electronic Monitoring	Initiated	April 1992
Certified 8 Week Correctional Entry Level Academy	Initiated	September 1994
Pretrial Release Program	Initiated	March 1995
Alternative Sentencing Supervised Work Crews		1995
Closed Circuit Bond Review	Initiated	1995
Central Booking	Initiated	October 1996
Certified 1 Week Field Training Officer Program		November 1996
Control Center Upgrade	Completed	November 2004
Body Scanner	Installed	May 2015

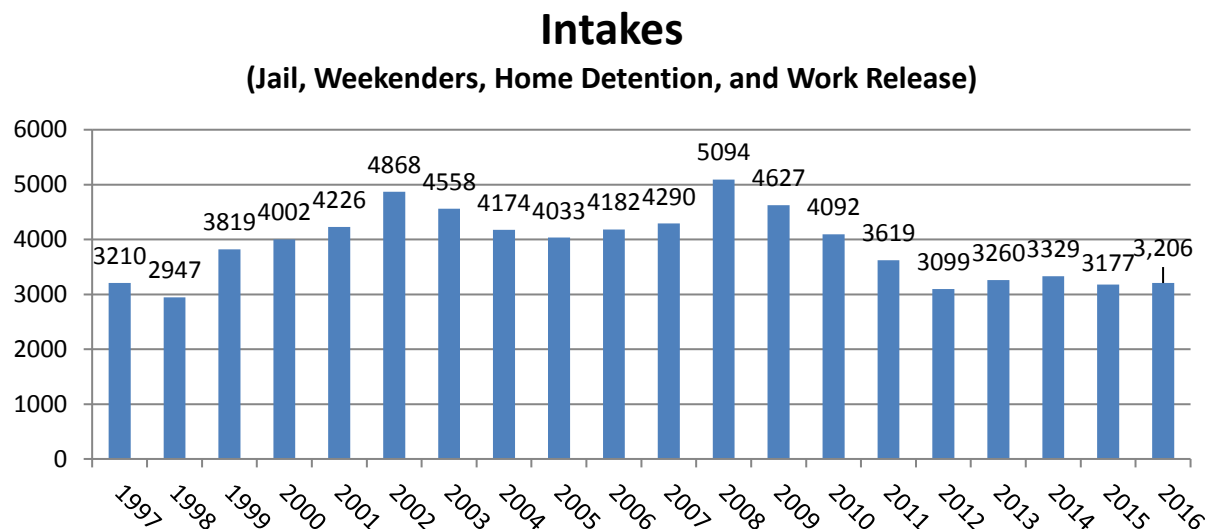
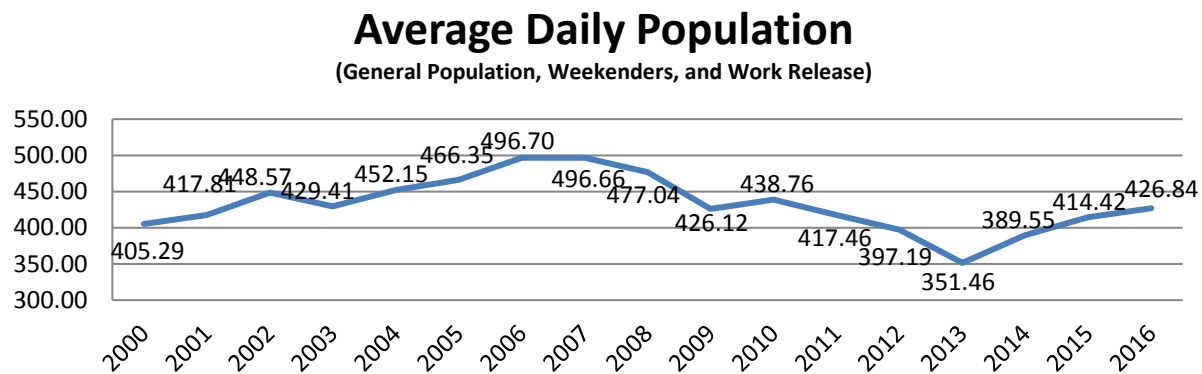
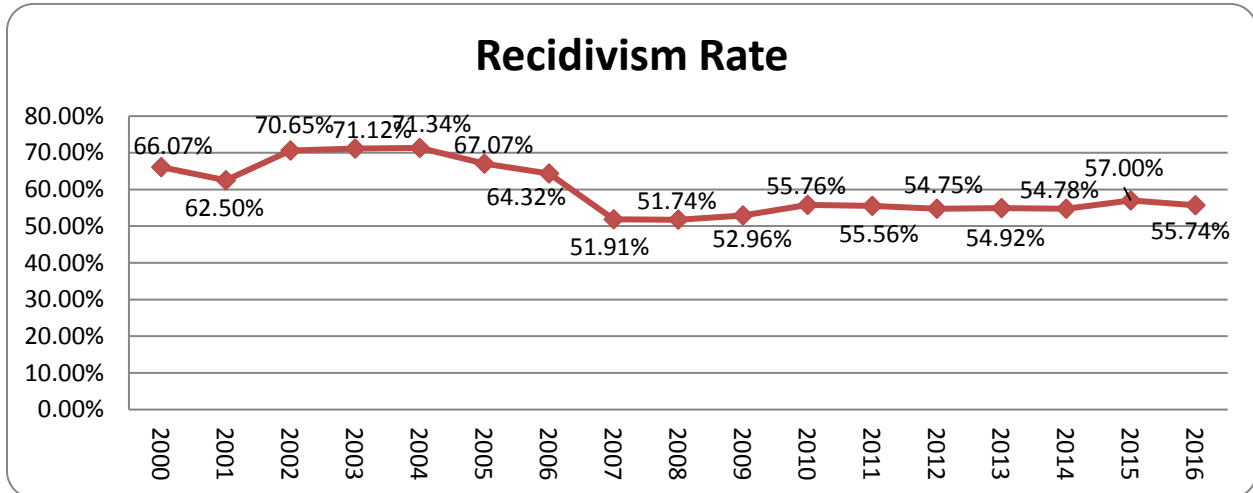
Facility Bed Capacity

General Population Beds	328	
Special Units (Intake, Medical, and Segregation)	77	
Work Release Beds	128	
Total Beds	533	
Total Facility Cells	203	(186 Double Bunked)
Home Detention	40	

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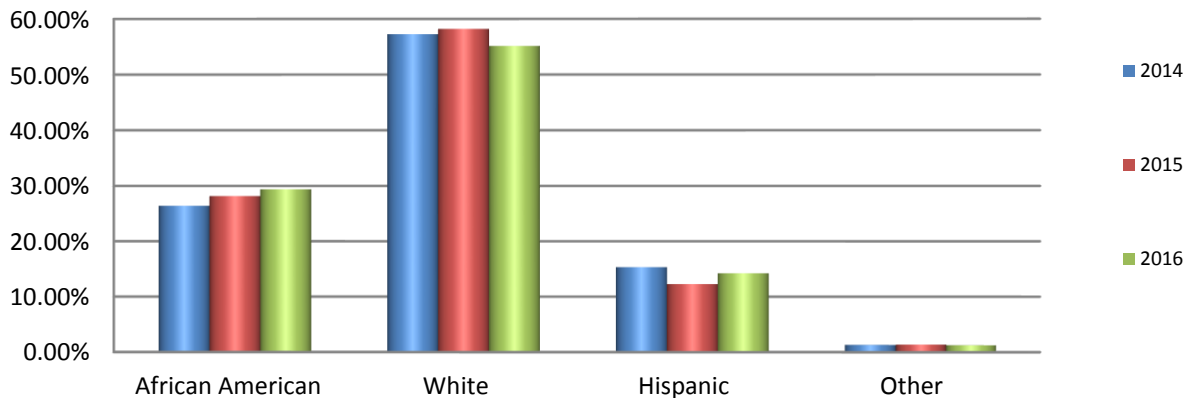
Statistics



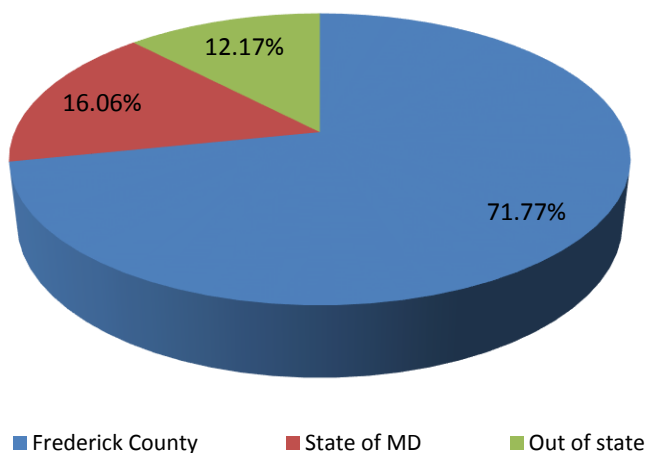
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Race of Prisoners



2016 Inmate Residency at Intake

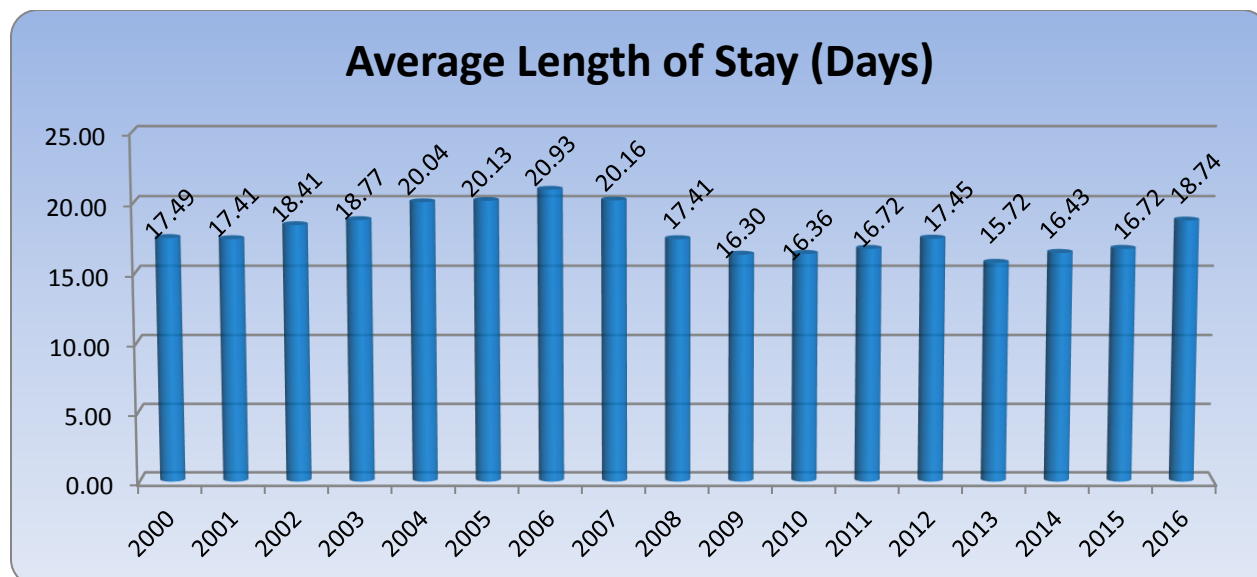


Top 10 Charges for 2016

	#
VIOLATION OF PROBATION	663
ASSAULT-SEC. DEGREE	477
CDS: POSSESS-NOT MARIHUANA	463
FAILURE TO APPEAR	357
THEFT LESS \$1000	263
DRIVING ON SUSPENDED LIC AND PRIV	202
CDS ADMIN EQUIP POSS/DIST	166
DRIVING MOTOR VEH ON HWY W/O REG LICENSE	163
DRIVING WHILE LIC SUSP UNDER (17-106,26-204,26-206,27-103)	154
CDS: P W/I DIST: NARC	147

FREDERICK COUNTY SHERIFF'S OFFICE – Corrections Bureau

2016 Annual Report



Video Bond Review

Video Bond Review Hearings

Males 814
Females 160
Extraditions 87

Video Bond Review Releases

Males 78
Females 30

Central Booking

Arrests Processed in Central Booking by Police Agencies in Frederick County

	FCSO	FPD	MSP	Thurmont	Brunswick	Other	Total
TOTAL	1,732	1,734	363	39	41	7	3,916

51.28% Average Number of people committed to the Detention Center after being arrested and taken to Central Booking.

Body Scanner

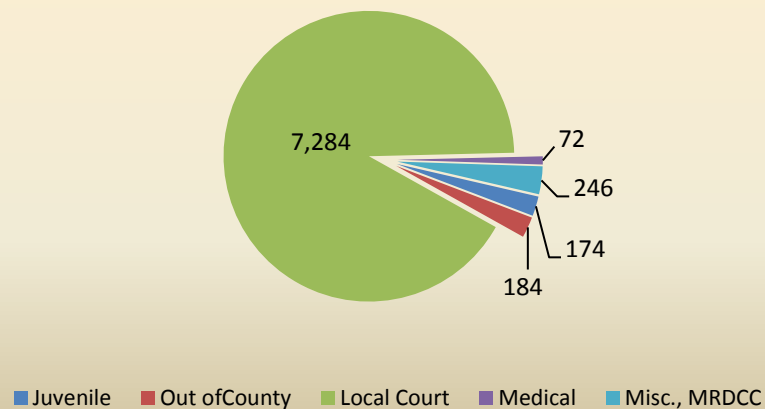
Number of scans in 2016 7,940
Number of positive scans 11
Number of inmates who refused to be scanned 4

FREDERICK COUNTY SHERIFF'S OFFICE – Corrections Bureau

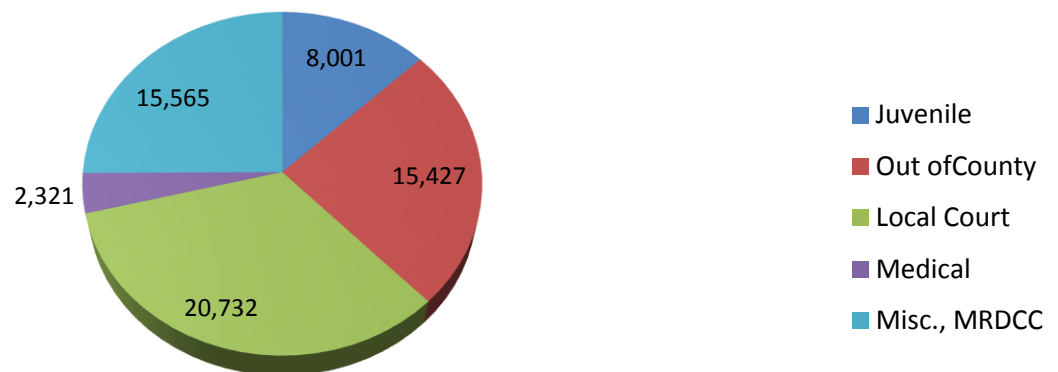
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Transportation

Inmates Transported in 2016



2016 Transportation Mileage



P.R.E.A. 2016 (Prison Rape Elimination Act)

Number of P.R.E.A. Investigations	39
Number of Investigations Unsubstantiated or Unfounded	24
Number of Investigations Substantiated	15
Number of Investigations involving females	8
Number of Investigations involving males	31

FREDERICK COUNTY SHERIFF'S OFFICE – Corrections Bureau

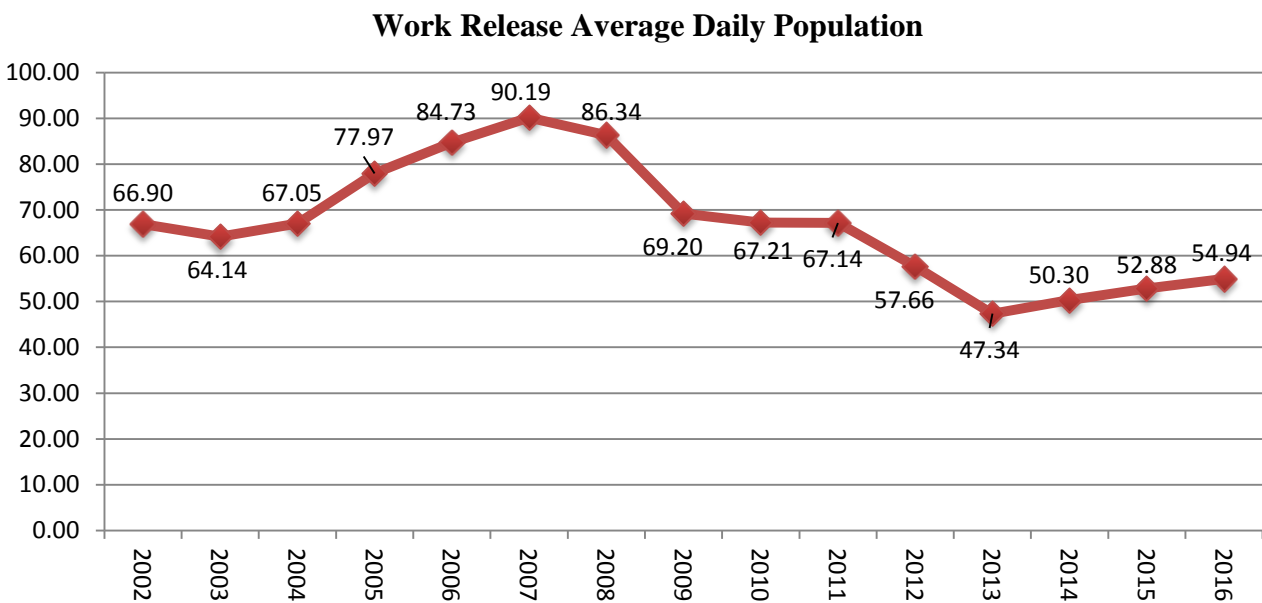
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Pretrial Services

Cost savings to Frederick County by releasing inmates and supervising them until trial in 2016 was \$1,518,455.51.

Average number of people supervised a month was **67.09**.

Work Release



Alternative Sentencing

2016 Total Intakes from the Courts	857	Age Range	18-77
# Completed Community Service Hours	637	Intakes in PADDD Program	155
# Dismissed from the program	241	Intakes in 3 rd Millennium	61

Home Detention

Number of Intakes	17	Average Number on Home Detention	3.71
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Inmate Labor Program

Number of Participants	97
Number of Days Worked	3,583
Number of Hours Worked	20,279.25
Total Cost Savings	\$168,596.75

FREDERICK COUNTY SHERIFF'S OFFICE – Corrections Bureau

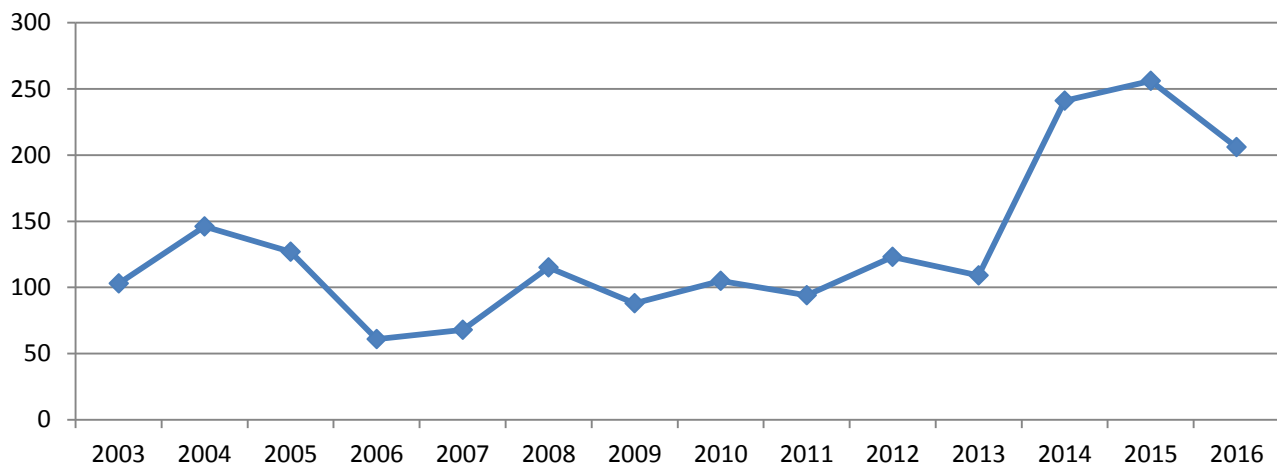
2016 Annual Report

Inmate Services

Number of Criminal History checks completed	935
Number of Inmate grievances received	203
Number of Inmate grievances resolved	203
Number of housing moves reviewed	1,476
Number of inmates paroled	49
Number of Offenders housed under the age of 18	25
Number of volunteer visits in 2016	1,032
Number of hours volunteers visited	1,383

Inmate Grievances

Total Grievances Filed by Inmates



Number resolved at the Coordinator Level	75
Number resolved at the Director Level	117
Number resolved at the Assistant/Bureau Chief Level	14

Inmate Programs

Number of Males attended Religious Services	4,242
Number of Females attended Religious Services	1,663
Number attended AA	863
Number attended Parenting Classes (Male/Female)	344
Number attending Al-Anon (Females)	135
Number attending Veterans Groups	55
Number attending Re-entry Groups	113

FREDERICK COUNTY SHERIFF'S OFFICE – Corrections Bureau

2016 Annual Report

Medical Services

Hospital Admissions/# of inpatient days	12/57
Outside Consultations	58
Emergency Room Visits	54
Outside X-rays	2
In-house X-rays	371
In-house EKGs	68
Inmates seen by Physician	935
Inmates seen by Dentist	393
Inmates seen by Optometrist	1
<u>Inmates seen by Staff:</u>	
A. Screens (Officers)	2,594
B. Nurse Sick Call	2,310
C. History/Physicals	1,112
D. NP/PA	1,424
Number of Positive PPDs	1
CXR and/or Treatment	1
Number of STDs	4
<u>HIV Tests</u>	
A. Number Tested	23
B. Number of Positive HIVs	0
Infirmery Admissions	399
Infirmery Total Inpatient Days	1,632
<u>On-Site Specialty Clinics:</u>	
A. Hypertensive/Cardiac	625
B. Seizure Disorder	84
C. Diabetes	138
D. Pulmonary	117
E. Immunity	35
Inmates Screened for Reading Glasses	97
Treatments	9,780
Finger sticks	4,651
Emergency Visits to Medical	684
Vital Signs	10,224
MRSA	2
Deaths	0
Rec Injuries (Requiring Transport)	21



FREDERICK COUNTY SHERIFF'S OFFICE – Corrections Bureau

2016 Annual Report

Mental Health

Number of Inmates placed on Suicide Watch	144
Number of Inmates placed on Close Watch	132
Number of Inmates on watch over 2 weeks	14
Number of Psychiatrist Visits	1,123
Number of Mental Health Professional visits	343
Number of Case Manager visits	1,083

Food Services

Inmate Meals Served	466,687
Cost to feed an Inmate per Day	\$5.71
Meals on Wheels	41,081

Fees Collected

Fees paid by the Inmates in 2016

Work Release Room and Board fees collected:	\$223,777
Home Detention Fees collected:	\$23,904
Alternative Sentencing Fees Collected:	\$30,730
Fees collected from P.A.D.D.D:	\$4,020
Fees collected from 3 rd Millennium:	\$1,400
Fees collected for Medications:	\$11,757
Fees collected for Inmate Medical Visit:	\$3,873
Circuit Court Fines	\$90
Victim Restitution Payments	\$614

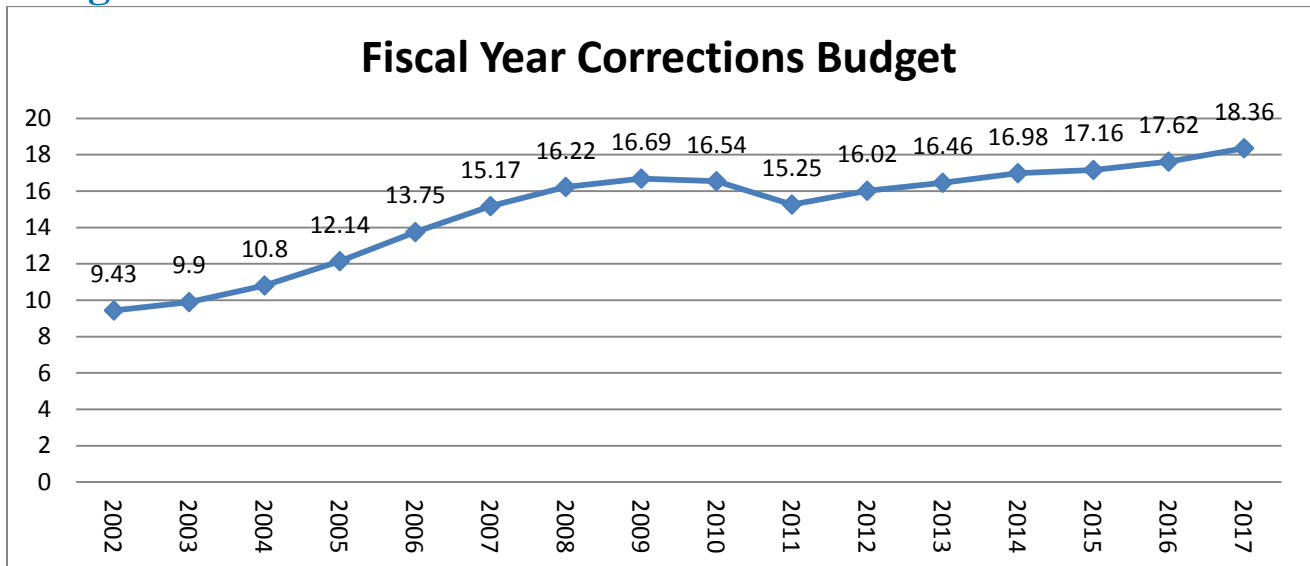
Officer Duties

Task	Number
Writing In-depth Incident Reports	3,626
Conduct Inmate Counts	2,190
Uses of Force	85
Use of the Restraint Chair	32
Jail Log Entries	740,398
Inmate Disciplinary Hearings	611
Supervising Inmate Recreation Sessions	1,680
Routine Facility Shakedowns	244
Security Inspections	52

FREDERICK COUNTY SHERIFF'S OFFICE – Corrections Bureau

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Budget



Training

2016 Training Hours

	Approved In-Service	Advanced Training	Orientation Programs	Academy Programs	Other (Roll Call, Briefing)
Corrections Bureau	3,702.00	723.00	1,440.00	4,848.00	255.50
Other Agencies	0.00	0.00	0.00	5,232.00	0.00
TOTAL:	3,702.50	723.00	1,440.00	10,080.00	255.50

In total, the Frederick County Sheriff's Office - Corrections Bureau provided a total of 16,201.00 hours of training during the 2016 calendar year.

Immigration

		<u>Country of Citizenship of those rolled over to 287g</u>			
IGSA Intakes	309	El Salvador	50.0%	Guatemala	19.2%
IGSA Releases	127	Mexico	13.5%	Honduras	7.7%
IGSA Bond Outs	168	Peru	3.8%	Venezuela	1.9%
287g Rollovers	52	Jamaica	1.9%	Georgia	1.9%

Inmate Records

Number of inmate sentences calculated	832
Number of DNA Referrals	73
Number of Expungements	303
Number of Release Book Updates	497
Number of Records Scanned for Digital Archiving	42,409

FREDERICK COUNTY SHERIFF'S OFFICE – Corrections Bureau

2016 Annual Report

Facility Audits and Inspections

Maryland Commission on Correctional Standards

1983 to present

Life, Safety, Health Issues



Maryland Correctional Training Commissions Regulations

Correctional Officer Entrance Academy - 10 Weeks

Counseling Staff/Cooks - 5 Weeks

Annual In-Service Training - 18.0 Hours

C.P.R./ First Aid or Maryland First Responder Training

Supervisor Training Program - 1 Week

Instructor Training Program - 1 Week

Administrator Training Program - 2 Weeks



National Commission on Correctional Health Care

1983 to Present

Medical Care/Programs (Doctors, Dentist, Mental Health Issues)



National Institute of Corrections

Regional Training Site



Immigration and Customs Enforcement

287g Program

IGSA Program

Annual Audits to ensure compliance with Federal Standards



Inspection/Audits

Grand Jury (bi-annually)

Maryland Commission on Correctional Standards (MCCS)

National Commission on Correctional Health Care (NCCHC)

Frederick County Health Department (Food Service)

Maryland Occupational Safety and Health (M.O.S.H.)

Frederick County Fire Marshal

Maryland Police and Correctional Training Commission (MPCTC)

Maryland Division of Corrections (Records)

State Criminal Alien Assistance Program (SCAAP)

Immigration and Customs Enforcement (I.C.E.)

Fire Safety Equipment (Sprinklers, Fire/Smoke Detectors,
Fire Suppression equipment)

Three Year Cycle

Two Year Cycle

Annually

Two Year Cycle

Annually

Annually

Annually

Annually

Annually

Annually

FREDERICK COUNTY SHERIFF'S OFFICE – Corrections Bureau

2016 Annual Report

Directory

Detention Center Main Number	301-600-2550	
Sheriff Charles A. Jenkins, Sheriff of Frederick County	301-600-1532	110 Airport Drive East Frederick, MD, 21701
Colonel David Benjamin Chief Deputy	301-600-3618	110 Airport Drive East Frederick, MD, 21701
Lt. Colonel William V. DeLauter Corrections Bureau Chief	301-600-2555	7300 Marcie's Choice Lane Frederick, MD 21704
Major Michael Cronise Assistant Corrections Bureau Chief	301-600-2802	7300 Marcie's Choice Lane Frederick, MD 21704
Captain Tim Selin, Dir. of Administrative Services	301-600-3065	7300 Marcie's Choice Lane Frederick, MD 21704
Administrative Specialist	301-600-3183	
Support Services	301-600-3068	
Technology	301-600-3142	
Accreditation	301-600-1807	
Fiscal Services	301-600-3004	
Personnel	301-600-2830	
Captain C. Steve Snow, Director of Security	301-600-3067	7300 Marcie's Choice Lane Frederick, MD 21704
Administrative Specialist	301-600-3470	
Shift Supervisor	301-600-3012	
Transportation	301-600-3020	
ICE Unit	301-600-6829	
Lori Frazee, Director of Inmate Services	301-600-2544	7300 Marcie's Choice Lane Frederick, MD 21704
Administrative Specialist	301-600-3002	
Medical Unit	301-600-3008	
Mental Health	301-600-2599	
Chaplain	301-600-3010	
Theresa Benner, Director of Community Services	301-600-1723	7281 Marcie's Choice Lane Frederick, MD 21704
Office Manager	301-600-1724	
Work Release	301-600-1727	
Home Detention	301-600-2856	
Alternative Sentencing	301-600-1928	100 West Patrick Street Frederick, MD 21701



Frederick County Adult Detention Center
7300 Marcie's Choice Lane
Frederick, MD 21704
Phone: 301-600-2550

<http://www.frederickcountymd.gov/684/Adult-Detention-Center>